

~~CONFIDENTIAL~~

22 October 1955

MEMORANDUM FOR THE RECORD

SUBJECT : Personnel Ceiling of the Office of Training.

REFERENCE: Memo dtd 23 Sep 55 to DD/S fr D/TRG, same subject.

25X9A2 1. On 19 October 1955 the Chief, Management Staff, the Director of Training, the Deputy Director of Training, and I met to discuss a request (as outlined in the referenced memorandum) made by the Office of Training for an increase of [ ] positions in their personnel ceiling. The Office of Training had gained the impression that these [ ] positions in excess of their authorized ceiling, which were budgeted for Fiscal Years 1956 and 1957, were available to them upon the submission of proper justification for their use. I explained that this was not necessarily the case, pointing out the necessity for retaining as much flexibility in the total DD/S area as possible. I stated that such flexibility could not be maintained if all offices were, either now or at any subsequent date, granted ceilings totaling the number provided for in the Budget. I emphasized that it was the Director's clear intent, with certain specific exceptions, to hold the personnel strength as near as possible to the 31 July 1955 level and to authorize increases only where there were the strongest justifications.

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2. As a result of our discussion it was agreed that:

25X9A2 a. the Office of Training would restudy the situation to determine how their personnel assets would be distributed if their personnel ceiling remained at the current authorization of [ ]

b. based upon this study a determination would be made as to whether any increase was essential; and

c. without regard to the eventual ceiling of the Office of Training, a study would be made of all activities now performed by staff personnel in that component which might be susceptible to accomplishment by contract.

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cc: Director of Training  
Director of Personnel  
Comptroller  
Chief, Management Staff

[REDACTED]  
L. A. WHITE  
Deputy Director  
(Support)

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